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**From:** Salemi, Charles (DPH)  
**Sent:** Wednesday, September 03, 2008 10:21 AM  
**To:** Nassif, Julianne (DPH)  
**Cc:** O'Brien, Elisabeth (DPH); Hanchett, James (DPH)  
**Subject:** RE: FSAB Metrics  
**Attachments:** quarterly forensic report.doc

Julie , here is the quarterly information for April thru June of 2008. Also, in case you haven't heard the fertility report for the lab, the following personnel issues will be affecting the Drug Laboratory's output in the coming months.

- 1) Gao is planning to retire at the end of September
- 2) Dan will be out for three weeks in October due to a newborn
- 3) Nicole is expecting at the end of October and will out until the end of January 2009
- 4) Annie is expecting in February 2009, and will be out for 3-4 months following birth
- 5) Kate is expecting in March 2009, and will be out 3-4 months following birth
- 6) Lost position in Amherst

With the backlog situation as bad as it is currently, and with further reduction in laboratory output, I believe it is imperative to implement some of the options we discussed earlier.

- 1) Reduce samples coming into the lab
- 2) Provide OT
- 3) Increase staffing (Transfers, temps)
- 4) Reduce services

If something is not done soon, the overwhelming situation in the office could lead to the compromising of the accuracy of work.

Thanks CBS

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**From:** Nassif, Julianne (DPH)  
**Sent:** Tuesday, September 02, 2008 1:26 PM  
**To:** Salemi, Charles (DPH)  
**Subject:** RE: FSAB Metrics

I was afraid that you'd ask that...It's number of samples submitted for the quarter, # items, average turn around, back log, number samples tested, number items tested...I think that's it.

Thanks,  
Julie

It should be combined for both Boston & Amherst.

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**From:** Salemi, Charles (DPH)  
**Sent:** Tuesday, September 02, 2008 1:14 PM  
**To:** Nassif, Julianne (DPH)  
**Cc:** O'Brien, Elisabeth (DPH)  
**Subject:** RE: FSAB Metrics

Julie, Betsy and I will get the info. Exactly what are you looking for? CBS

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**From:** Nassif, Julianne (DPH)  
**Sent:** Tuesday, September 02, 2008 1:01 PM

**To:** Salemi, Charles (DPH)  
**Subject:** FSAB Metrics

Hi Chuck,  
Can you compile the metrics for the FSAB meeting on 9/10, by Thursday afternoon 9/4?  
Thanks,  
Julie

*Julianne Nassif*

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